

AGENDA
REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL
121 WEST FIFTH STREET, HOLTVILLE, CALIFORNIA

May 23, 2016
OPEN SESSION
6:00 PM

Jim Predmore, Mayor
Mike Goodsell, Mayor Pro Tem
Ginger Ward, Council Member
David Bradshaw, Council Member
Richard Layton, Council Member

Steve Walker, City Attorney
Denise Garcia, City Clerk
Nick Wells, City Manager
George Morris, City Treasurer

THIS IS A PUBLIC MEETING

If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time the item is being addressed. State your name for the record. All other items can be addressed during the Public Comments portion of the agenda. The Mayor reserves the right to place a time limit on each person asking to be heard.

CITY COUNCIL
CLOSED SESSION 5:30 PM

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957(b)(1))

Agency Negotiator: City Manager/City Attorney
Classified Employees

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation
Evaluation Criteria

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 54956.9(a))

City of Holtville vs. Willowbend Mobile Home Park
Charles Simpson vs. City of Holtville

CITY COUNCIL: Meeting Called To Order

PLEDGE OF ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS: Steve Walker, City Attorney

PUBLIC COMMENTS: This is time for the public to address the City Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you and when you come to the microphone, please state your name and address for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

CONSENT AGENDA:

The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the New Business Agenda.

1. Approval of the Minutes from the Special Budget Meeting of May 10, 2016.
2. Current Demands #36046 thru #36102.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action to Adopt RESOLUTION #16-21** Establishing an Appropriations Limit for the 2016-17 Fiscal Year – Hector Orozco, GL Analyst
4. **Discussion/Related Action to Adopt RESOLUTION #16-22** Authorizing the Write-Off of Negative Account Balances in Multiple Inactive Funds – Hector Orozco, GL Analyst
5. **Discussion/Related Action to Adopt RESOLUTION #16-23** Approving the Plan Adoption Agreement with ICMA-RC for Employee Retirement Benefits – Nick Wells, City Manager
6. **Discussion/Related Action to Amend the 2016 Appointment List** – Nick Wells, City Manager

INFORMATION ONLY:

7. **City Manager Report – Nick Wells**
 - a. Fire Chief – Alex Silva
 - b. Water/Wastewater Supervisor – Frank Cornejo
 - c. Public Works Foreman – Alex Chavez
 - d. Finance – Hector Orozco
8. **Items for future meetings**

ADJOURNMENT:

I, Denise Garcia, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall on May 20, 2016.

①

MEETING DATE:	5-23-16
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

THE MINUTES OF THE SPECIAL BUDGET MEETING OF THE HOLTVILLE CITY COUNCIL

May 10, 2016

The Special Budget meeting of the Holtville City Council was held on Monday, May 10, 2016 at 5:00 p.m. in the Civic Center. Council Members present were Ginger Ward, Richard Layton, Jim Predmore, and Mike Goodsell. Council Member David Bradshaw was absent. Staff members present were Nick Wells, Denise Garcia, and Hector Orozco. City Attorney Martin Gonzalez, City Planner Justina Arce, and George Morris were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 5:02 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 5:31 p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Council Member Mike Goodsell.

INVOCATION:

Mayor Jim Predmore led the invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk verified that the agenda was duly posted on Friday, May 6, 2016.

EXECUTIVE SESSION ANNOUNCEMENTS:

No action was taken; direction to staff

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957(b 1))

AGENCY NEGOTIATOR: City Manager/City Attorney

Classified Employees

No Reportable Action Taken.

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

Evaluation Criteria

No Reportable Action Taken.

PUBLIC COMMENTS:

Jackie Lopez, a representative of State Assembly Member Eduardo Garcia's office introduced herself to Council. She briefly gave an explanation of the areas that the Assemblyman is involved in and the bills that he has introduced and had signed by the Governor.

CONSENT AGENDA:

- 1. Approval of the Regular Minutes of the City Council Meeting of April 25, 2016.**
- 2. Approval of Demands #35984 thru #36045**

A motion was made by Mr. Layton and seconded by Ms. Ward to approve items 1 and 2 of the Consent Agenda. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Goodsell
NOES: None
ABSENT: Bradshaw
ABSTAIN: None

NEW BUSINESS:

- 3. Discussion/Related Action adopting RESOLUTION #16-18 to Approve Article 8e Claim for Fiscal Year 2015-16 – Justina Arce, City Planner**

A motion was made by Mr. Goodsell and seconded by Ms. Ward to adopt RESOLUTION #16- to approve Article 8e Claim for Fiscal Year 2015-16. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Goodsell
NOES: None
ABSENT: Bradshaw
ABSTAIN: None

- 4. Discussion/Related Action adopting RESOLUTION #16-19 to Approve Article 3 Claim for Fiscal Year 2015-16 – Justina Arce, City Planner**

A motion was made by Mr. Layton and seconded by Ms. Ward to adopt RESOLUTION #16-19 to approve Article 3 Claim for fiscal year 2015-16. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Goodsell
NOES: None
ABSENT: Bradshaw
ABSTAIN: None

- 5. Discussion/Related Action adopting RESOLUTION #16-20 to Authorize the Environmental Studies Along the Alamo River Beginning at Earl Walker and Ending at the Holtville Wetlands – Justina Arce, City Planner**

A motion was made by Ms. Ward and seconded by Mr. Layton to adopt RESOLUTION #16-20 to authorize the environmental studies along the Alamo River beginning at Earl Walker and ending at the Holtville Wetlands. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Goodsell
NOES: None
ABSENT: Bradshaw
ABSTAIN: None

INFORMATION ONLY:

- 6. City Manager Report – Nick Wells**
 - a. Police Chief – Manuel De Leon**
 - b. Water/Wastewater Supervisor – Frank Cornejo**
 - c. Public Works Foreman – Alex Chavez**

7. Discussion Regarding Budget Review 2016-17 Fiscal Year – Nick Wells, City Manager
Discussion only; no action taken.

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 7:08 p.m.

James Predmore, Mayor

Denise Garcia, City Clerk

(2)

CITY OF HOLTVILLE

Monthly Check Register

MEETING DATE:	5-23-16
APPROVED FOR AGENDA	Page: 1
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

Date : 5/19/2016 10:17:13 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 36046 Check Date : 5/12/2016						
Vendor : 2149 ACME STAFFING						
10	72781	5/11/2016	18725	TEMP. EMPLOYEES	ADMIN	1,369.60
12	72781	5/11/2016	18725	TEMP. EMPLOYEES		1,680.80
Invoice Amount : 3,050.40		Discount Amount : 0.00		Check Amount : PW 3,050.40		
Check Number : 36047 Check Date : 5/12/2016						
Vendor : 1771 AIRWAVE COMMUNICATION						
10	72840	5/12/2016	605031	MONTHLY MAINTENANCE ON RADIOS	FD	226.00
10	72846	5/12/2016	430119	REPAIRS TO CABLE		56.42
10	72848	5/12/2016	606176	MAINT. ON RADIOS FOR MARCH 2016		236.00
Invoice Amount : 518.42		Discount Amount : 0.00		Check Amount : 518.42		
Check Number : 36048 Check Date : 5/12/2016						
Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES						
12	72823	5/11/2016	70076700558	GLOVES	PW	243.78
Invoice Amount : 243.78		Discount Amount : 0.00		Check Amount : 243.78		
Check Number : 36049 Check Date : 5/12/2016						
Vendor : 4617 BAJA DESERT TIRE						
11	72835	5/12/2016	34401	FLAT TIRE REPAIR	PW	5.00
12	72835	5/12/2016	34401	FLAT TIRE REPAIR		5.00
Invoice Amount : 10.00		Discount Amount : 0.00		Check Amount : 10.00		
Check Number : 36050 Check Date : 5/12/2016						
Vendor : 8166 BOUNDTREE						
10	72842	5/12/2016	82111402	RESUSCITATOR BAG; PULSE OXIMET	FD	236.16
Invoice Amount : 236.16		Discount Amount : 0.00		Check Amount : 236.16		
Check Number : 36051 Check Date : 5/12/2016						
Vendor : 8718 BRADLEY KAUFMAN						
10	72847	5/12/2016	13338756002	REIMB. FOR PLAQUE	FD	12.95
Invoice Amount : 12.95		Discount Amount : 0.00		Check Amount : 12.95		
Check Number : 36052 Check Date : 5/12/2016						
Vendor : 8119 CITY OF IMPERIAL						
10	72794	5/11/2016	1813	PLAN CHECK/ INSPECTIONS FOR APRI	BLDG.	731.47
Invoice Amount : 731.47		Discount Amount : 0.00		Check Amount : 731.47		
Check Number : 36053 Check Date : 5/12/2016						
Vendor : 8717 CONTROL SYSTEMS ENGINEERING, INC.						
11	72824	5/11/2016	2016-0426	INSTRUMENT CALIBRATION; REPORT;	PW	907.50
Invoice Amount : 907.50		Discount Amount : 0.00		Check Amount : 907.50		
Check Number : 36054 Check Date : 5/12/2016						
Vendor : 2320 COUNTY MOTOR PARTS						
11	72819	5/11/2016	205881	OIL FILTERS; MOTOR OIL	PW	89.49
Invoice Amount : 89.49		Discount Amount : 0.00		Check Amount : 89.49		
Check Number : 36055 Check Date : 5/12/2016						
Vendor : 1349 COUNTY OF IMPERIAL						
22	72780	5/11/2016	16-23	ICTC MEMBERSHIP FY 2015-16 3RD	ADMIN	740.63
Invoice Amount : 740.63		Discount Amount : 0.00		Check Amount : 740.63		
Check Number : 36056 Check Date : 5/12/2016						
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	72856	5/12/2016	16holtfdn10	800 MHZ radios	FD	760.83
11	72856	5/12/2016	16holtfdn10	800 MHZ radios		73.33
12	72856	5/12/2016	16holtfdn10	800 MHZ radios		73.34
Invoice Amount : 907.50		Discount Amount : 0.00		Check Amount : PW 907.50		

CITY OF HOLTVILLE

Monthly Check Register

Date : 5/19/2016 10:17:13 AM

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Calendar Month/Year : <ALL> <ALL>

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Check Number : 36057 Check Date : 5/12/2016						
Vendor : 7932 CR&R INCORPORATED						
10	72778	5/11/2016	April 2016	TRASH SERVICE FOR APRIL 2016	TRASH	(3,034.54)
13	72778	5/11/2016	April 2016	TRASH SERVICE FOR APRIL 2016		16,544.44
Invoice Amount : 13,509.90		Discount Amount : 0.00		Check Amount : 13,509.90		
Check Number : 36058 Check Date : 5/12/2016						
Vendor : 2208 DC FROST ASSOCIATES, INC.						
11	72826	5/12/2016	9936	BALLAST, ELECTRONIC 3200 HF MP 1	PW	1,122.64
Invoice Amount : 1,122.64		Discount Amount : 0.00		Check Amount : 1,122.64		
Check Number : 36059 Check Date : 5/12/2016						
Vendor : 1845 DEPT OF JUSTICE						
10	72845	5/12/2016	163462	FINGERPRINT APPLICATIONS	FD	32.00
Invoice Amount : 32.00		Discount Amount : 0.00		Check Amount : 32.00		
Check Number : 36060 Check Date : 5/12/2016						
Vendor : 8705 EDUARDO RAMIREZ						
10	72857	5/12/2016	SPRING 2016	REIMB. OF SCHOOL FEES FOR TRIANIN	FD	42.00
10	72859	5/12/2016	3/9/16	REIMB. FOR EDUCATIONAL MATERIAL		90.00
Invoice Amount : 132.00		Discount Amount : 0.00		Check Amount : 132.00		
Check Number : 36061 Check Date : 5/12/2016						
Vendor : 4572 EMPIRE SOUTHWEST						
12	72807	5/11/2016	0384385	REPLACE FULE INJECTION LINES	PW	1,336.11
11	72829	5/12/2016	386757	SERVICE OF GENERATOR AT WTP		320.00
11	72830	5/12/2016	386758	INSPECT TRANSFER SWITCH ON GEN		220.00
12	72831	5/12/2016	386753	PERFORM FULL SYSTEM INSPECTION		215.00
12	72832	5/12/2016	0386752	INSPECT TRANSFER SWITCH WWTP		145.00
12	72833	5/12/2016	0386756	PERFORM FULL SYSTEM INSPECTION		215.00
Invoice Amount : 2,451.11		Discount Amount : 0.00		Check Amount : 2,451.11		
Check Number : 36062 Check Date : 5/12/2016						
Vendor : 1124 FEDERAL EXPRESS						
12	72792	5/11/2016	5-408-13380	FED EX	WWTP	63.51
Invoice Amount : 63.51		Discount Amount : 0.00		Check Amount : 63.51		
Check Number : 36063 Check Date : 5/12/2016						
Vendor : 1536 FERGUSON ENTERPRISES, INC. #1350						
11	72820	5/11/2016	2781172	B32A HDL ASSY	WTP	14.79
Invoice Amount : 14.79		Discount Amount : 0.00		Check Amount : 14.79		
Check Number : 36064 Check Date : 5/12/2016						
Vendor : 4662 FERNANDO RUIZ, INC.						
10	72827	5/12/2016	129068	SAFETY CONSULTANT	PW	235.00
11	72827	5/12/2016	129068	SAFETY CONSULTANT		235.00
12	72827	5/12/2016	129068	SAFETY CONSULTANT		235.00
Invoice Amount : 705.00		Discount Amount : 0.00		Check Amount : 705.00		
Check Number : 36065 Check Date : 5/12/2016						
Vendor : 1073 FIRE, ETC.						
10	72803	5/11/2016	88175	FLASHLIGHT STRAP FOR HELMET	FD	16.20
Invoice Amount : 16.20		Discount Amount : 0.00		Check Amount : 16.20		
Check Number : 36066 Check Date : 5/12/2016						
Vendor : 1475 GIBSON & SCHAEFER						
10	72812	5/11/2016	63602	CONCRETE FOR 750 WALNUT	PW	248.44
10	72816	5/11/2016	63643	CONCRETE		331.88
Invoice Amount : 580.32		Discount Amount : 0.00		Check Amount : 580.32		

CITY OF HOLTVILLE

Monthly Check Register

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 36067 Check Date : 5/12/2016						
Vendor : 8716 GLORIA MENDEZ						
13	72801	5/11/2016	TRASH REIMB.	REFUND OWED ON OVERPAYMENT OF trash		123.17
Invoice Amount : 123.17		Discount Amount : 0.00		Check Amount : 123.17		
Check Number : 36068 Check Date : 5/12/2016						
Vendor : 1488 GREG BENTLY ELECTRIC						
10	72850	5/12/2016	2016069	REPLACE FAN AT FD	FD	232.35
Invoice Amount : 232.35		Discount Amount : 0.00		Check Amount : 232.35		
Check Number : 36069 Check Date : 5/12/2016						
Vendor : 1471 HD SUPPLY WATERWORKS, LTD						
11	72811	5/11/2016	F272274	FIRE HYD HANDLE; TCHRIENT WT-MH	PW	102.93
Invoice Amount : 102.93		Discount Amount : 0.00		Check Amount : 102.93		
Check Number : 36070 Check Date : 5/12/2016						
Vendor : 1638 HOME DEPOT/GEFC						
10	72815	5/11/2016	1034836	CONCRETE	PW	148.28
Invoice Amount : 148.28		Discount Amount : 0.00		Check Amount : 148.28		
Check Number : 36071 Check Date : 5/12/2016						
Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.						
10	72793	5/11/2016	4302016-1	SHERIFF SERVICES FOR APRIL 2016	SHERIFF	78,068.86
Invoice Amount : 78,068.86		Discount Amount : 0.00		Check Amount : 78,068.86		
Check Number : 36072 Check Date : 5/12/2016						
Vendor : 1026 IMPERIAL IRRIGATION DISTRICT						
10	72796	5/11/2016	MAY 2016 PARKS	ELECTRICITY PARKS		1,484.04
10	72797	5/11/2016	MAY 2016	ELECTRICITY	ADMIN	4,144.23
11	72797	5/11/2016	MAY 2016	ELECTRICITY		6,536.51
12	72797	5/11/2016	MAY 2016	ELECTRICITY		3,178.12
Invoice Amount : 15,342.90		Discount Amount : 0.00		Check Amount : 15,342.90		
Check Number : 36073 Check Date : 5/12/2016						
Vendor : 2137 IMPERIAL IRRIGATION DISTRICT (WATER)						
11	72828	5/12/2016	386757	TITLE 22 JOINT WATERSHED MONIT	PW	64.83
11	72838	5/12/2016	MAY 2016	RAW WATER CHARGES		3,580.00
Invoice Amount : 3,644.83		Discount Amount : 0.00		Check Amount : 3,644.83		
Check Number : 36074 Check Date : 5/12/2016						
Vendor : 1199 IMPERIAL PRINTERS						
10	72786	5/11/2016	89619	WATER BILLING ENVELOPES		362.10
11	72786	5/11/2016	89619	WATER BILLING ENVELOPES		362.10
12	72786	5/11/2016	89619	WATER BILLING ENVELOPES	ADMIN	362.10
10	72787	5/11/2016	89618	RETURN ENVELOPES FOR WATER BIL		330.85
11	72787	5/11/2016	89618	RETURN ENVELOPES FOR WATER BIL		330.85
12	72787	5/11/2016	89618	RETURN ENVELOPES FOR WATER BIL		330.86
Invoice Amount : 2,078.86		Discount Amount : 0.00		Check Amount : 2,078.86		
Check Number : 36075 Check Date : 5/12/2016						
Vendor : 1027 IMPERIAL STORES						
10	72804	5/11/2016	572315	SULFATE ; BERMUDA SEED		24.46
10	72805	5/11/2016	572394	RAZOR SCRAPER AND RAZOR BLAD		4.82
10	72806	5/11/2016	572514	UTILITY LIGHTER		1.60
10	72808	5/11/2016	572498	SPARK PLUGS		1.72
10	72809	5/11/2016	572655	SPRINKLER; TOWELS; SPONGES		35.38
10	72810	5/11/2016	572518	SPRAY PAINT;		20.43
Invoice Amount : 88.41		Discount Amount : 0.00		Check Amount : 88.41		

CITY OF HOLTVILLE

Monthly Check Register

Date : 5/19/2016 10:17:13 AM

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Calendar Month/Year : <ALL> <ALL>

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12	72821	5/11/2016	8054	LAB ANALYSIS	PW	1,038.00
Invoice Amount : 1,038.00		Discount Amount : 0.00		Check Amount : 1,038.00		
Check Number : 36077 Check Date : 5/12/2016						
Vendor : 1941 JIM O'MALLEY PLUMBING						
10	72841	5/12/2016	237021	WORK ON SHOWER AT FIRE DEPT.	FD	242.57
Invoice Amount : 242.57		Discount Amount : 0.00		Check Amount : 242.57		
Check Number : 36078 Check Date : 5/12/2016						
Vendor : 1697 KRACKER DIESEL SERVICE -MIKE KRACKER						
10	72802	5/11/2016	3611	REPAIRS TO ENGINE	FD	629.60
Invoice Amount : 629.60		Discount Amount : 0.00		Check Amount : 629.60		
Check Number : 36079 Check Date : 5/12/2016						
Vendor : 1564 LESLIE'S POOL SUPPLIES						
10	72814	5/11/2016	652-121993	SHOCK FOR CITY POOL	PW	27.76
Invoice Amount : 27.76		Discount Amount : 0.00		Check Amount : 27.76		
Check Number : 36080 Check Date : 5/12/2016						
Vendor : 4619 LUIS M. ESTRADA						
11	72822	5/11/2016	1099	SERVICE VEHICLE	PW	55.00
12	72822	5/11/2016	1099	SERVICE VEHICLE		55.00
Invoice Amount : 110.00		Discount Amount : 0.00		Check Amount : 110.00		
Check Number : 36081 Check Date : 5/12/2016						
Vendor : 7933 MARCOS CORNEJO						
10	72800	5/11/2016	5/18 THRU 5/20/	TRAVEL TRAINING INSTRUCTOR C	FD	542.93
Invoice Amount : 542.93		Discount Amount : 0.00		Check Amount : 542.93		
Check Number : 36082 Check Date : 5/12/2016						
Vendor : 8709 MED-TECH RESOURCE, INC.						
10	72844	5/12/2016	59390	T SHIRTS	FD	146.01
Invoice Amount : 146.01		Discount Amount : 0.00		Check Amount : 146.01		
Check Number : 36083 Check Date : 5/12/2016						
Vendor : 8111 NEWCASTLE FARMS LLC						
12	72836	5/12/2016	4416	FIELD SERVICE TO INSPECT EAST TU	PW	1,060.50
12	72837	5/12/2016	4429	REMOVE, INSPECT, REBUILD AND IN		11,668.33
Invoice Amount : 12,728.83		Discount Amount : 0.00		Check Amount : 12,728.83		
Check Number : 36084 Check Date : 5/12/2016						
Vendor : 1833 NOBEL SYSTEMS						
10	72788	5/11/2016	13827	GIS ANNUALSUBSCRIPTION	ADMIN	687.97
Invoice Amount : 687.97		Discount Amount : 0.00		Check Amount : 687.97		
Check Number : 36085 Check Date : 5/12/2016						
Vendor : 1361 PHOENIX UNIFORM						
10	72852	5/12/2016	50196	FLASHLIGHT CHARGER; SHOE CARE;	FD	56.05
Invoice Amount : 56.05		Discount Amount : 0.00		Check Amount : 56.05		
Check Number : 36086 Check Date : 5/12/2016						
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	72785	5/11/2016	MAY 2016	POSTAGE	ADMIN	210.00
11	72785	5/11/2016	MAY 2016	POSTAGE		712.50
12	72785	5/11/2016	MAY 2016	POSTAGE		712.50
Invoice Amount : 1,635.00		Discount Amount : 0.00		Check Amount : 1,635.00		
Check Number : 36087 Check Date : 5/12/2016						
Vendor : 1450 PITNEY BOWES GLOBAL FINANCE SERVICES LLC						
10	72795	5/11/2016	3100150669	EQUIPMENT LEASE	ADMIN	93.92

CITY OF HOLTVILLE

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Date : 5/19/2016 10:17:13 AM

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Invoice Amount		: 281.76	Discount Amount		: 0.00	Check Amount : 281.76
Check Number		: 36088	Check Date		: 5/12/2016	
Vendor		: 1176 QUILL CORPORATION				
10	72790	5/11/2016	5379387	OFFICE SUPPLIES		39.90
11	72790	5/11/2016	5379387	OFFICE SUPPLIES	ADMIN	39.90
12	72790	5/11/2016	5379387	OFFICE SUPPLIES		39.92
Invoice Amount		: 119.72	Discount Amount		: 0.00	Check Amount : 119.72
Check Number		: 36089	Check Date		: 5/12/2016	
Vendor		: 1443 SEARS COMMERCIAL ONE				
10	72843	5/12/2016	93002085722	SLEEPING BAG (FD)	FD	85.38
Invoice Amount		: 85.38	Discount Amount		: 0.00	Check Amount : 85.38
Check Number		: 36090	Check Date		: 5/12/2016	
Vendor		: 1043 SELLERS PETROLEUM				
10	72855	5/12/2016	CL82145	FUEL (FD)	FD	452.16
Invoice Amount		: 452.16	Discount Amount		: 0.00	Check Amount : 452.16
Check Number		: 36091	Check Date		: 5/12/2016	
Vendor		: 7841 SPARKLETTES				
10	72854	5/12/2016	9439337050116	DRINKING WATER	FD	41.72
Invoice Amount		: 41.72	Discount Amount		: 0.00	Check Amount : 41.72
Check Number		: 36092	Check Date		: 5/12/2016	
Vendor		: 1109 SPRINT				
11	72834	5/12/2016	984297987-094	DATA LINE AT WATER PLANT	PW	34.68
Invoice Amount		: 34.68	Discount Amount		: 0.00	Check Amount : 34.68
Check Number		: 36093	Check Date		: 5/12/2016	
Vendor		: 1419 STAPLES CREDIT				
10	72853	5/12/2016	63207	OFFICE SUPPLIES	FD	31.94
Invoice Amount		: 31.94	Discount Amount		: 0.00	Check Amount : 31.94
Check Number		: 36094	Check Date		: 5/12/2016	
Vendor		: 1780 STATE WATER RESOURCES CONTROL BD. OPERATOR CERT.				
11	72818	5/11/2016	ISIAS CARRANCO	GRADE 2 WATER DISTRIBUTION CERTI	PW	60.00
Invoice Amount		: 60.00	Discount Amount		: 0.00	Check Amount : 60.00
Check Number		: 36095	Check Date		: 5/12/2016	
Vendor		: 1260 USA BLUEBOOK				
11	72817	5/11/2016	930824	COPPER POCKET COLORIMETER 2	PW	536.93
Invoice Amount		: 536.93	Discount Amount		: 0.00	Check Amount : 536.93
Check Number		: 36096	Check Date		: 5/12/2016	
Vendor		: 2072 VALLIANT UPHOLSTERY				
10	72813	5/11/2016	160376	REPAIRS TO SEATS IN PARKS VEHICL	PW	401.48
Invoice Amount		: 401.48	Discount Amount		: 0.00	Check Amount : 401.48
Check Number		: 36097	Check Date		: 5/12/2016	
Vendor		: 8116 VANTAGE POINT TRANSFER AGENTS - 108793				
10	72798	5/11/2016	PP# 9	PP#9 RETIREMENT; PENSION REPAY		3,909.58
11	72798	5/11/2016	PP# 9	PP#9 RETIREMENT; PENSION REPAY		1,025.28
12	72798	5/11/2016	PP# 9	PP#9 RETIREMENT; PENSION REPAY	ADMIN	873.52
10	72799	5/11/2016	PP# 8	PP# 8 RETIREMENT; PENSION REPAY		3,880.86
11	72799	5/11/2016	PP# 8	PP# 8 RETIREMENT; PENSION REPAY		1,025.28
12	72799	5/11/2016	PP# 8	PP# 8 RETIREMENT; PENSION REPAY		873.52
Invoice Amount		: 11,588.04	Discount Amount		: 0.00	Check Amount : 11,588.04

CITY OF HOLTVILLE

Monthly Check Register

Date : 5/19/2016 10:17:13 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 36098 Check Date : 5/12/2016						
Vendor : 1783 VIC'S A/C						
10	72849	5/12/2016	55587	REPAIRS TO A/C AT FIRE STATION	FD	150.00
Invoice Amount : 150.00		Discount Amount : 0.00		Check Amount : 150.00		
Check Number : 36099 Check Date : 5/12/2016						
Vendor : 8105 VIRGINIA WARD						
10	72791	5/11/2016	SCAG 2016	ACCOMODATIONS FOR SCAG CONFER	COUNCIL	157.37
Invoice Amount : 157.37		Discount Amount : 0.00		Check Amount : 157.37		
Check Number : 36100 Check Date : 5/12/2016						
Vendor : 1231 WALKER & DRISKILL						
10	72782	5/11/2016	7309	ATTORNEY FEES (WILLOW BEND)	ADMIN	1,970.00
10	72783	5/11/2016	7320	ATTORNEY FEES		2,025.00
10	72784	5/11/2016	7310	ATTORNEY FEES (BLACK DOG)		50.00
Invoice Amount : 4,045.00		Discount Amount : 0.00		Check Amount : 4,045.00		
Check Number : 36101 Check Date : 5/12/2016						
Vendor : 1058 XEROX CORPORATION						
10	72789	5/11/2016	084463303	COPIER LEASE AND USAGE MAY 201	ADMIN	284.01
11	72789	5/11/2016	084463303	COPIER LEASE AND USAGE MAY 201		109.01
12	72789	5/11/2016	084463303	COPIER LEASE AND USAGE MAY 201		109.03
10	72851	5/12/2016	84463302	COPIER LEASE AND USAGE	FD	117.93
Invoice Amount : 619.98		Discount Amount : 0.00		Check Amount : 619.98		
Check Number : 36102 Check Date : 5/13/2016						
Vendor : 7821 PACIFIC HYDROTECH CORP.						
12	72872	5/13/2016	PMT #6	CONSTRUCTION PAYMENT #6	WWTP	538,127.42
Invoice Amount : 538,127.42		Discount Amount : 0.00		Check Amount : 538,127.42		
Total Number of Vendors : 57 : 0.00						
Total Number of Checks Printed : 57						
Total Number of Voided Checks : 0						
Largest Check Amount : 538,127.42						
Total for all Checks Printed : 700,484.66						
Total for Voided Checks : 0.00						
Net Amount of Checks Printed : 700,484.66						

Summary

Fund	Amount
10 GENERAL FUND	102,683.67
11 WATER	17,657.47
12 SEWER	562,735.28
13 TRASH	16,667.61
22 LOCAL TRANSPORTATION FUND - TDA	740.63

③
City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>5-23-16</u>
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

DATE ISSUED: May 23, 2016
FROM: Hector Orozco, Accountant/GL Analyst
SUBJECT: Resolution 16-21 - *Gann Appropriations Limit for 2016-17*

ISSUE

Shall the City Council adopt Resolution No. 16-21 establishing an appropriations limit for the 2016-17 fiscal year?

DISCUSSION

Article XIII B of the California State Constitution (*Government Spending Limitation*) provides for a limit on the annual growth in the level of certain appropriations from tax proceeds for various government entities in the State. The growth in the appropriations limit utilizes the prior year's limit then calculates an adjustment to that limit accounting for changes in population and the cost of living. The State Department of Finance requires that all cities and counties adopt and submit that appropriations limit for each fiscal year.

The Finance Department has collected the data and made the calculations for the 2016-17 limitation. Please refer to the attached exhibits for more information.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

Staff recommends that the resolution be adopted.

ALTERNATIVE

Not to adopt the Resolution, would result in non-compliance with state regulations.

Respectfully Submitted,



Hector Orozco

RESOLUTION NO. 16-21

A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ADOPTING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR ENDING JUNE 30, 2017

WHEREAS, the Gann Initiative, hereby referred to as Article XIII B of the Constitution of the State of California, was passed by the people; and

WHEREAS, Article XIII B mandated an appropriations limit on various units of government, including the City of Holtville; and

WHEREAS, the limit has been calculated by the Finance Department of the City of Holtville using current guidelines provided by the State Department of Finance, refer to calculations on exhibit A and exhibit B attached; and

WHEREAS, the City of Holtville desires to formally adopt the appropriations limit for the City; and

NOW THEREFORE, BE IT RESOLVED:

- 1) That the City Council, in accordance with Article XIII B of the constitution of the State of California, hereby adopts an appropriation limit of \$3,662,786 for the City of Holtville for the 2016-17 Fiscal Year.
- 2) That corresponding Revenues subject to the appropriation limit are projected to be \$1,536,050 for the 2016-17 Fiscal Year.
- 3) That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville, California, this 23rd day of May, 2016.

James Predmore, Mayor

ATTEST:

Denise Garcia, City Clerk

I, Denise Garcia, City Clerk of the City of Holtville, California, DO HEREBY CERTIFY, that the foregoing Resolution was duly passed, approved and adopted at a regular meeting of the City Council of the City of Holtville, California, on the 23rd day of May, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Denise Garcia, City Clerk

④
City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>5-23-16</u>
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

DATE ISSUED: May 23, 2016

FROM: Hector Orozco, Accountant/GL Analyst

SUBJECT: Resolution 16-22 - Authorization to Write off Bad Debt and Transfer Out of GF

ISSUE

Shall the City Council adopt Resolution No. 16-17 Authorizing the write off of bad debt and transfers out of general fund to cover deficit cash balances in fund 77, 81, and 87?

DISCUSSION

General fund has a receivable from the former Redevelopment Special Revenue fund (Successor Agency Private-Purpose Trust Fund), which we have deemed uncollectible in regards to monies that were never transferred from former Redevelopment Agency bank account to the City's bank account for administration in prior fiscal years. In regards to fund 77, 81 and 87, General fund must initiate a transfer out to cover expenditures that exceeded grant awards.

FISCAL IMPACT

Fund balance will decrease by \$240,044.85 in the General Fund

RECOMMENDATION

Staff recommends that the resolution be adopted.

ALTERNATIVE

Not to adopt the Resolution, and continue to carry uncollectible debt and deficit cash balances in other funds.

Respectfully Submitted,



Hector Orozco

RESOLUTION NO. 16-22

**AUTHORIZATION TO WRITE-OFF BAD DEBT/INTERFUND
RECEIVABLES/DEFICIT CASH BALANCES**

WHEREAS, the City of Holtville has determined that interfund receivables due to General Fund (10) from CDF Grant, Homeland Security, FEMA and RDA Successor Agency Private-Purpose Trust Funds are uncollectible; and

WHEREAS, the City of Holtville has determined that expenditures exceeded grant awards in the amount of .36, \$9,414.05, \$10,942.95 for CDF Grant Fund, Homeland Security Fund and FEMA Fund respectively; and

WHEREAS, the former Redevelopment Special Revenue Fund (Successor Agency Private-Purpose Trust Fund) owes the City General Fund \$219,687.49, in relation to monies that were never transferred from former Redevelopment Agency bank account to the City's bank account for administration in prior fiscal years; and,

NOW THEREFORE, BE IT RESOLVED, that the City Council approves to write-off the account balances as follows:

Fund	Description	Account	Amount
77	CDF Grant	102000	.36
81	Homeland Security	102000	9,414.05
87	FEMA	102000	10,942.95
91	RPTTF	112000	219,687.49
		Total	240,044.85

PASSED AND ADOPTED by the City Council of the City of Holtville, California on May 23, 2016.

CITY OF HOLTVILLE

James Predmore

ATTEST:

Denise Garcia, City Clerk

I, Denise Garcia, City Clerk of the City of Holtville, California, do hereby certify that the foregoing Resolution was duly and regularly adopted at a regular meeting of the City Council of the City of Holtville, California, held on the 9th day of May, 23 2016 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

By _____
Denise Garcia, City Clerk

(5)
City of Holtville

REPORT TO COUNCIL

MEETING DATE:	5-23-16
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

DATE ISSUED: May 20, 2016

PREPARED BY: Denise Garcia, Personnel Tech.

FROM: Nick Wells, City Manager

SUBJECT: Approving

ISSUE: Shall the City Council Adopt Resolution 16-23 approving the Plan Adoption Agreement with ICMA-RC for Employee Retirement Benefits?

STAFF RECOMMENDATION:

Adopt Resolution 16-23 approving the Plan Adoption Agreement with ICMA-RC for Employee Retirement Benefits

DISCUSSION:


Retirement plan documents must be revised when the law changes. The City's retirement plan will remain qualified and provide tax benefits only if the plan document is updated for law changes by the required deadline.

Document providers who sell pre-approved plans update the plan in its entirety once every six years and request a new opinion/advisory letter from the IRS. The IRS generally approves all updated defined contribution plans at the same time. Most opinion/advisory letters for the latest round of pre-approved defined contribution plans were issued on March 31, 2014. Employers had two years, until April 30, 2016, to adopt these updated plans.

ICMA-RC has provided a revised plan document, approved by the IRS, which complies with the Pension Protection Act of 2006 (PPA) and other law changes listed on the 2010 Cumulative List of Changes in Retirement Plan Qualification Requirements.

If the City does not adopt a restated plan, the current plan does not comply with the tax laws and may be ineligible for tax benefits.

Respectfully Submitted,



Denise Garcia,
Personnel Clerk

RESOLUTION NO.16-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE, CALIFORNIA, APPROVING THE PLAN ADOPTION AGREEMENT WITH ICMA-RC FOR EMPLOYEE RETIREMENT BENEFITS

WHEREAS, the City of Holtville has employees rendering valuable services; and

WHEREAS, the City of Holtville has established a qualified retirement plan for such employees that serves the interest of the City by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the City of Holtville has determined that the continuance of the qualified retirement plan will serve these objectives; and

NOW, THEREFORE, BE IT RESOLVED that the City of Holtville hereby amends and restates the qualified retirement plan in the form of:

The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust

BE IT FURTHER RESOLVED that the assets of the Plan shall be held in trust, with the Employer serving as trustee, for the exclusive benefit of Plan participants and their beneficiaries, and the assets shall not be diverted to any other purpose. The Trustee's beneficial ownership of plan assets held in VantageTrust shall be held for the further exclusive benefit of the Plan participants and their beneficiaries;

BE IT FURTHER RESOLVED that the City of Holtville hereby agrees to serve as Trustee under the Plan

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Holtville conducted on the 23rd day of May, 2016 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF HOLTVILLE

BY: _____
James Predmore, Mayor

I, Denise Garcia, City Clerk of the City of Holtville, California, do hereby certify that the foregoing resolution was duly passed, approved and adopted by the City Council of the City of Holtville, California, at its regular scheduled meeting held on the 23rd day of May, 2016.


Attest:

Denise Garcia, Interim City Clerk

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: May 23, 2016
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>05/23/16</u>
Item Number	<u>7</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Tank Rehab – Corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010. Staff obtained multiple bids for repairs and ongoing maintenance, as well as potential solutions to our TTHM issue. A general estimate was given to rehab the tank at \$225k-275k for the resurfacing and \$350k-400k for the aeration (TTHM solution) portion. The City recently applied for funding of these repairs with SRF. The Holt Group was engaged to produce Design/Build specifications so that the project can be considered “designed” for grant purposes.

System Controls – Frank Cornejo obtained an updated estimate from TESCO last year of about \$450k to replace the aged system. Frank had hoped that this project might be put off and the controls might “limp along” for another 18 months while we attack other water issues and staff was able to investigate alternatives and potential funding sources. A recent failure in these controls caused a water break, which has brought this issue back to the “top of the stack” in problems to address. This issue is also addressed on the SRF application. They have subbed out the electrical portion of that work and we have been working with Delta Systems on that portion.

Rate Study – As previously reported to City Council, the profitability of the Water Enterprise is becoming problematic. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, we must explore the possibility of a rate adjustment. Through Sean Sterchi of the State Water Resources Control Board - Division of Drinking Water, Rural Community Assistance Corporation has contacted the City to begin the process of performing a no-cost Water Rate Study.

Floating Solar – A contract was signed with Infratech Industries for the installation of a floating solar array on the City Water Ponds for the purpose of producing power for the Water Treatment facility in 2014. Several plan iterations were submitted to the Building Department and forwarded to the City Engineer for review with continued “issues,” primarily with the electrical drawings. After the seventh round of checks, the remaining issues were sufficiently addressed and the plans passed the review. We opened discussions with Infratech regarding contract changes necessitated by the scaled-back size of the project at that time. The pushback from Infratech had recently put the project in danger of cancellation. City Staff has met with an Infratech representative over the past few weeks to finalize the Addendum, which was executed, and is *finalizing the necessary information to issue a building permit.*

SEWER ENTERPRISE

WWTP Project – The \$15 million project to rehab the City’s Wastewater Treatment Plant, financed by the State Clean Water Revolving Fund along with BECC and the EPA through NADBank, is under construction by Pacific Hydrotech. Last November, the City’s WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16, which should give ample

time for completion. Most of the excavation and base concrete pouring has been completed and electrical wiring has begun. Issues with engineering submittals for questions that arise on the job now seem to have been addressed. At present, we are trending for an October/November completion.

TRANSPORTATION PROJECTS

Fifth Street & Grape Avenue Pedestrian Roadway Improvement Project – This project essentially adds or improves curb, gutter and sidewalk on the north side of Fifth Street at Grape Avenue, using CMAQ funding coming through ICTC. Development Design & Engineering, Inc. was selected as the RE/CM and Pyramid Construction as the construction contractor. Work has been halted for some time as the construction contractor is at odds with Caltrans over materials submittals. The City recently issued a letter demanding action soon to avoid contracted repercussions on the contractor.

Cedar Avenue Sidewalk Improvements Project – Improvements to curb, gutter and sidewalk along the east side of Cedar Avenue between Fourth and Fifth Streets were approved through the CMAQ program. A design engineering contract has been forwarded to Dynamic Consulting for review.

Walnut Avenue South Improvements Project – Proposed improvements consist of installation of AC pavement overlay and widening to 50' in width along the length of Walnut Avenue from Fourth to First Street. The ICTC scoring process resulted in the project being awarded 82% of the funds requested through RSTP in the total amount of \$498,000. *The construction contract was awarded to Hal Hayes Construction of Riverside and the Resident Engineer/Construction Manager contract awarded to Athalye Consulting Engineers. Staff has been working out details with the RE/CM and the pre-construction conference has been scheduled for later this week.*

PUBLIC WORKS

PARKS

Pete Mellinger Alamo River Trail - The 4th phase of this project, which included trail improvements and bridge installations between the Holtville Skate Park and Earl Walker Park, is basically complete. The City received notice through the State Parks Department that additional funding had become available for, among other things, pedestrian trails. The City submitted an application and although there was not enough additional funding awarded to fund the amenities that were cut from the last phase of the project, the City was awarded a sizeable sum to offset some past project overruns (i.e. the bridge installation).

A revision to the planned trail head sign to reflect the name change to the “Pete Mellinger Alamo River Trail” was prepared and has been produced, which will complete this phase of the project. *The sign was completed last week and slated to be installed this morning. We will talk about scheduling a dedication ceremony tonight.*

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. We recently met with Jimmy Abatti, the recognized baseball field “guru” in the Imperial Valley, about what needs to be done. Funding is being sought both through grants and donations. It is hoped that we can move this project forward soon. A new “point person” – Ben Williams – has been appointed by Little League, so that should help the process as well.

ADMINISTRATION

BUILDING PERMITS - The City has issued **52** building permits during 2016.

Clear Talk Cell Tower – *The City was approached last year by Clear Talk Wireless for the purpose of replacing one of the light poles in Samaha Park with a taller pole that would then contain the lights topped by cellular communications equipment. The project has met with informal approval by both the Council and the Planning Commission and is now in the process of completing the requirements for California Environmental Quality Act (CEQA). The proposed lease agreement will be brought to the Council next month.*

Holtville Estates – Permits for the remaining 6 homes in the project were pulled this month. As it nears completion, sales have been brisk - at present, only 6 or 7 homes remain to be sold in the development.

Holtville Luxury Apartments – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. I recently met once again with John Hawk, who represents the landowners, about the project. As the Service Area Plan has now been adopted, work will once again begin with the City and LAFCO to propose annexation and development. Although we are awaiting formal submission of project plans by the Melon, LLC group, staff recently met with Mr. Hawk and hopefully he/they are aware of the next steps that need to be taken.

OTHER

Sustainable Communities General Planning Grant – The consultant selected to complete the Plan, Michael Baker International, has been working on gathering data and are currently scheduling some onsite visits to continue their work. The consultants were onsite for a workshop for the Housing Element portion of the plan. A draft of that section has been submitted and comments have been provided by staff. We will continue to provide information to keep the process moving. *We have recently checked in with the consultant to insure that work is continuing and expect additional onsite collaboration soon.*

Blossom Valley Inn – *A Conditional Use Permit Application passed the Planning Commission last week to put the facility into full compliance. It is expected that the facility will soon be under new management and several changes will be forthcoming.*

MEETINGS & EVENTS RECENTLY ATTENDED:

- 05/10/16 City Council / 2016-17 Budget Planning Meeting *City Hall*
- 05/11/16 ICTC Management Committee Meeting *City of Brawley*
- 05/11/16 CCMA Meeting *City of Brawley*
- 05/12/16 City of El Centro State of the City Address *Cinemark IV Mall*
- 05/12/16 Organization Meeting w/ THG/Athalye *re: Walnut Ave Project* *City Hall*
- 05/16/16 Holtville Planning Commission Meeting *City Hall*
- 05/19/16 IVEDC Economic Summit *Imperial Reg Ctr - Twin Dragon Restaurant*
- 05/19/16 IVEDC General Assembly *Imperial Reg Ctr - Twin Dragon Restaurant*
- 05/20/16 Memorial Day Ceremonies Planning *City Hall*
- 05/20/16 State of the City Organization Meeting *City Hall*
- 05/23/16 Management Staff Meeting *City Hall*

UPCOMING EVENTS:

- 05/24/16 El Centro Rotary Field Trip *Humble Farmer Brewery*
- 05/25/16 ICTC Budget Workshop *IC Admin Offices*
- 05/25/16 WWTP - Monthly Progress Meeting *WWTP Plant*
- 05/25/16 Walnut Ave Project Pre-Construction Meeting *City Hall*
- 05/26/16 League of Cities Division Dinner *Imperial Palms Resort*
- 05/30/16 Memorial Day Ceremonies *Holt Park*
- 06/02/16 Holtville CofC Board Meeting *TBD*
- 06/08/16 ICTC Management Committee Meeting *City of Calexico*
- 06/08/16 CCMA Meeting *City of Calexico*
- 06/13/16 State of the City Address *Site TBD*
- 06/13/16 Holtville City Council Meeting *City Hall*
- 06/15/16 State Site Visit for WWTP Project *City Hall & WWTP*
- 06/20/16 Holtville Planning Commission Meeting *City Hall*
- 06/23/16 IVECA Board Meeting *EC ED Offices*

If you have any questions about any of the information presented, please feel free to contact me directly.

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

(7a)

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	5-23-16
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

DATE ISSUED: May 18, 2016

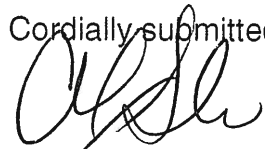
FROM: Alex Silva, Fire Chief

SUBJECT: Monthly report for April 2016

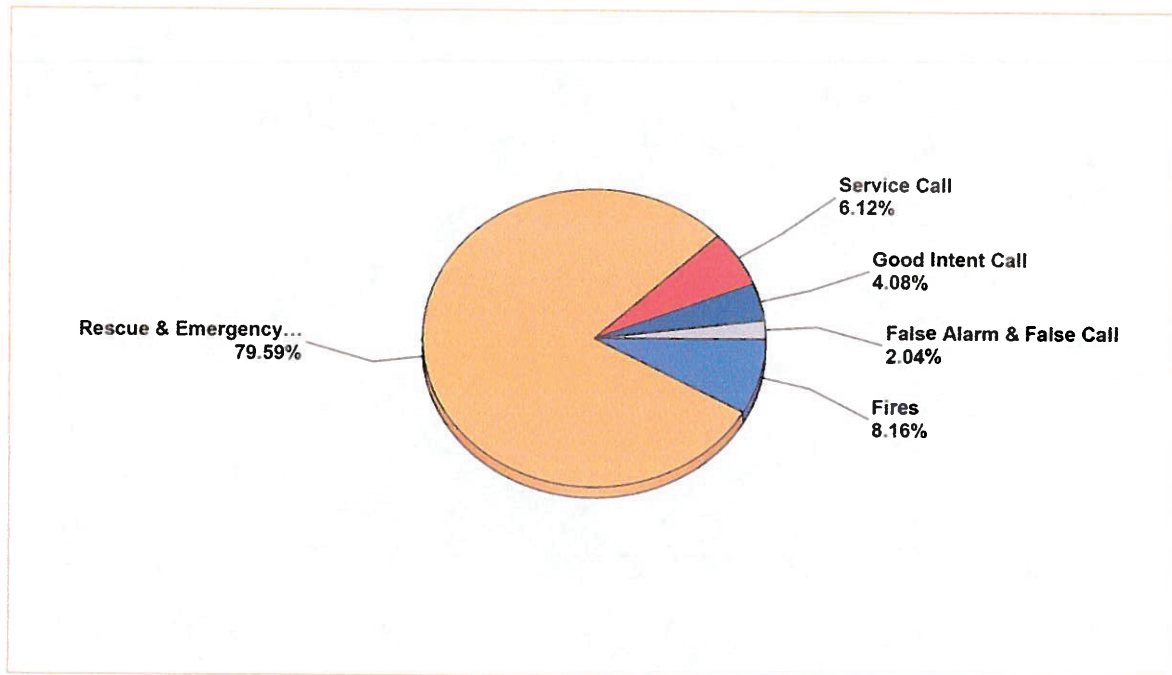
During the month of April, we concluded our fire extinguisher training for the schools. We held our Annual Public Safety Open House, we had a great turnout. Firefighter Bradley Kaufman attended Gas Company training. Attached is the monthly report for the month of April.

Emergency calls	49
Training hours	185
Residential inspections	37
Commercial inspections	12

Cordially submitted



Alex Silva
Fire Chief



MAJOR INCIDENT TYPE # INCIDENTS % of TOTAL

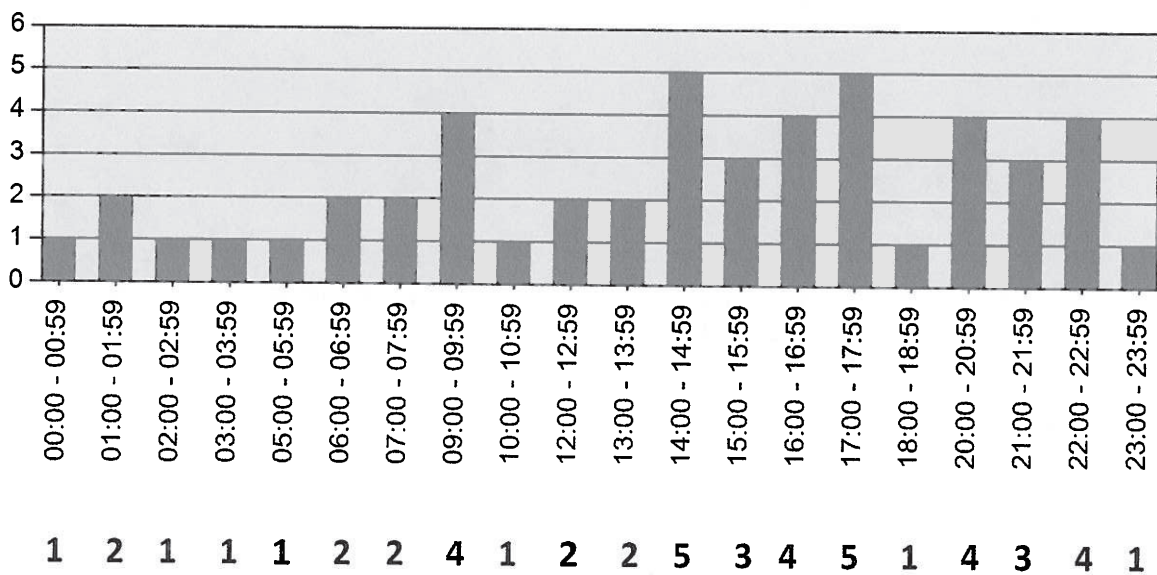
Fires	4	8.16%
Rescue & Emergency Medical Service	39	79.59%
Service Call	3	6.12%
Good Intent Call	2	4.08%
False Alarm & False Call	1	2.04%
TOTAL	49	100.00%

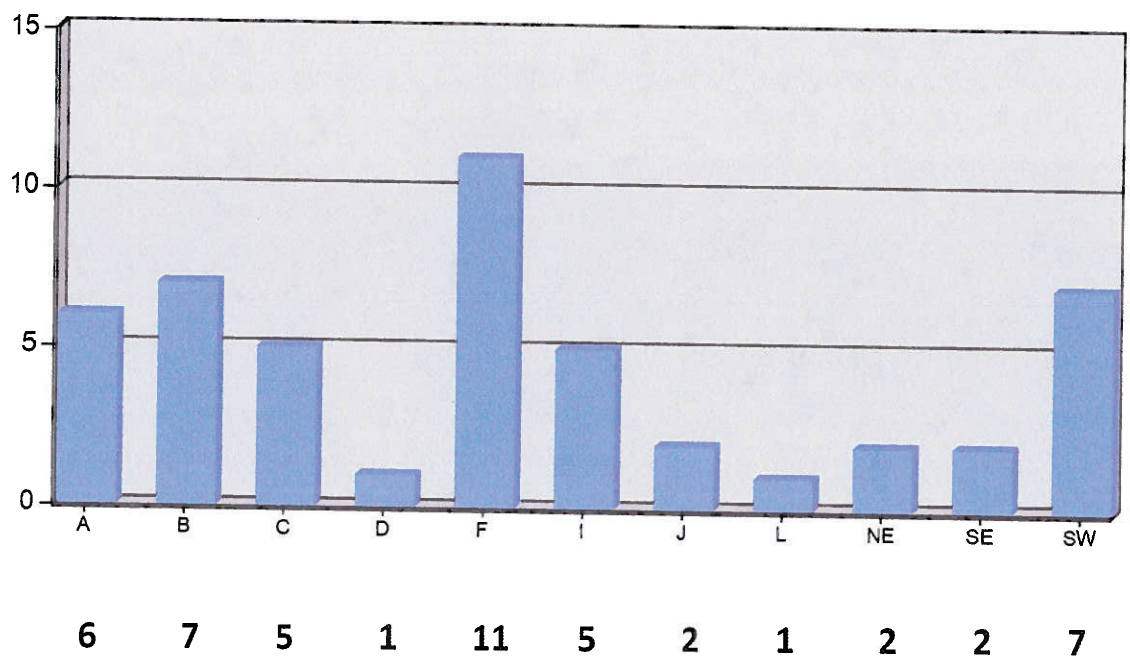
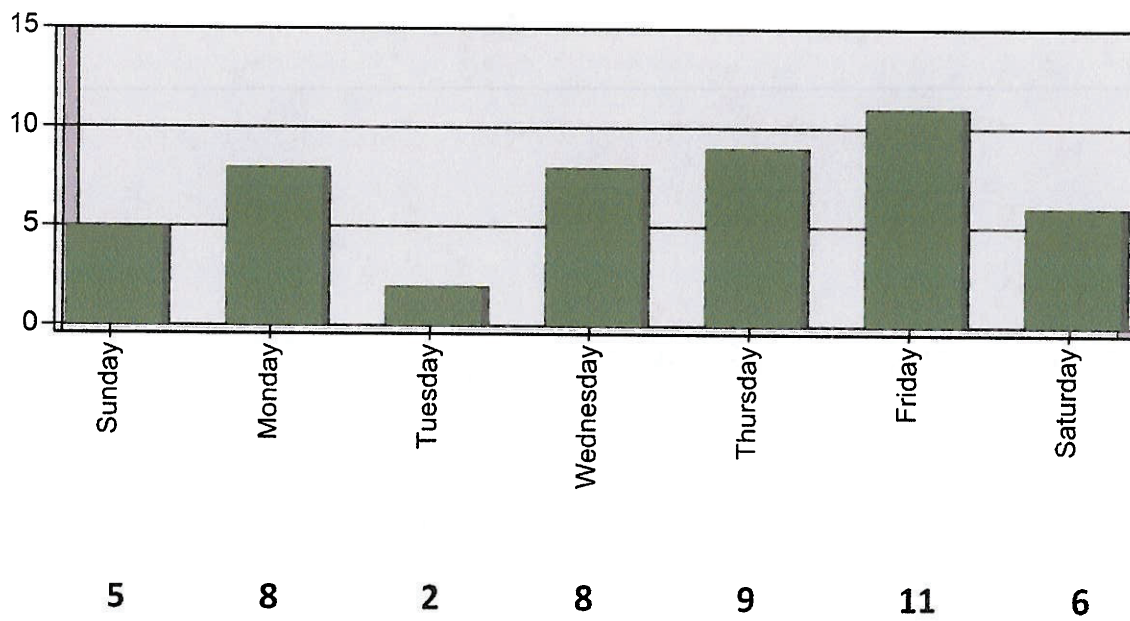
ACTION TAKEN # INCIDENTS PERCENTAGE

11 - Extinguishment by fire service personnel	4	8.16%
30 - Emergency medical services, other	1	2.04%
31 - Provide first aid & check for injuries	4	8.16%
32 - Provide basic life support (BLS)	14	28.57%
33 - Provide advanced life support (ALS)	21	42.86%
71 - Assist physically disabled	2	4.08%
84 - Refer to proper authority	1	2.04%
86 - Investigate	4	8.16%
92 - Standby	1	2.04%
93 - Cancelled en route	1	2.04%
TOTAL:	53	

Total	Total property loss	Total content loss	Total losses	Average loss
2	\$90,000	\$0	\$90,000	\$45,000

Incident number	Date	Incident type	Property loss	Content loss	Loss total	%
209	4/13/2016	138 - Off-road vehicle or heavy equipment fire	\$50,000.00	0.00	\$50,000.00	55.56
0216	4/17/2016	111 - Building fire	\$40,000.00	0.00	\$40,000.00	44.44





(7d)

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	5-23-16
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

DATE ISSUED: May 23, 2016
FROM: Hector Orozco, Accountant/GL Analyst
SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

10 month Income Statement Review of Major Funds- Excludes HOME, CDBG, Successor Agency and LTF

At the end of April 30, 2016, revenues should be at least at 84% of projections, while expenditures should be at most 84% of budgeted amount.

General Fund

General fund revenues are tracking higher than projected at 87%. However, expenditures are at 87% of budget. Settlement is not being included in reports because it's extraordinary income.

Water Fund

Water fund revenues are 3% short of projections. Expenditures are 9% lower than budgeted.

Sewer Fund

Sewer Revenues are 4% higher than projection and expenditures are 1% lower than budgeted.

Trash

Solid waste revenues are at 1% higher than projections; however, expenditures are at 7% higher than budget.

Local Transportation Authority

As of April 30, 2016, LTA fund has received \$389,614.71 in revenue.

Respectfully submitted,

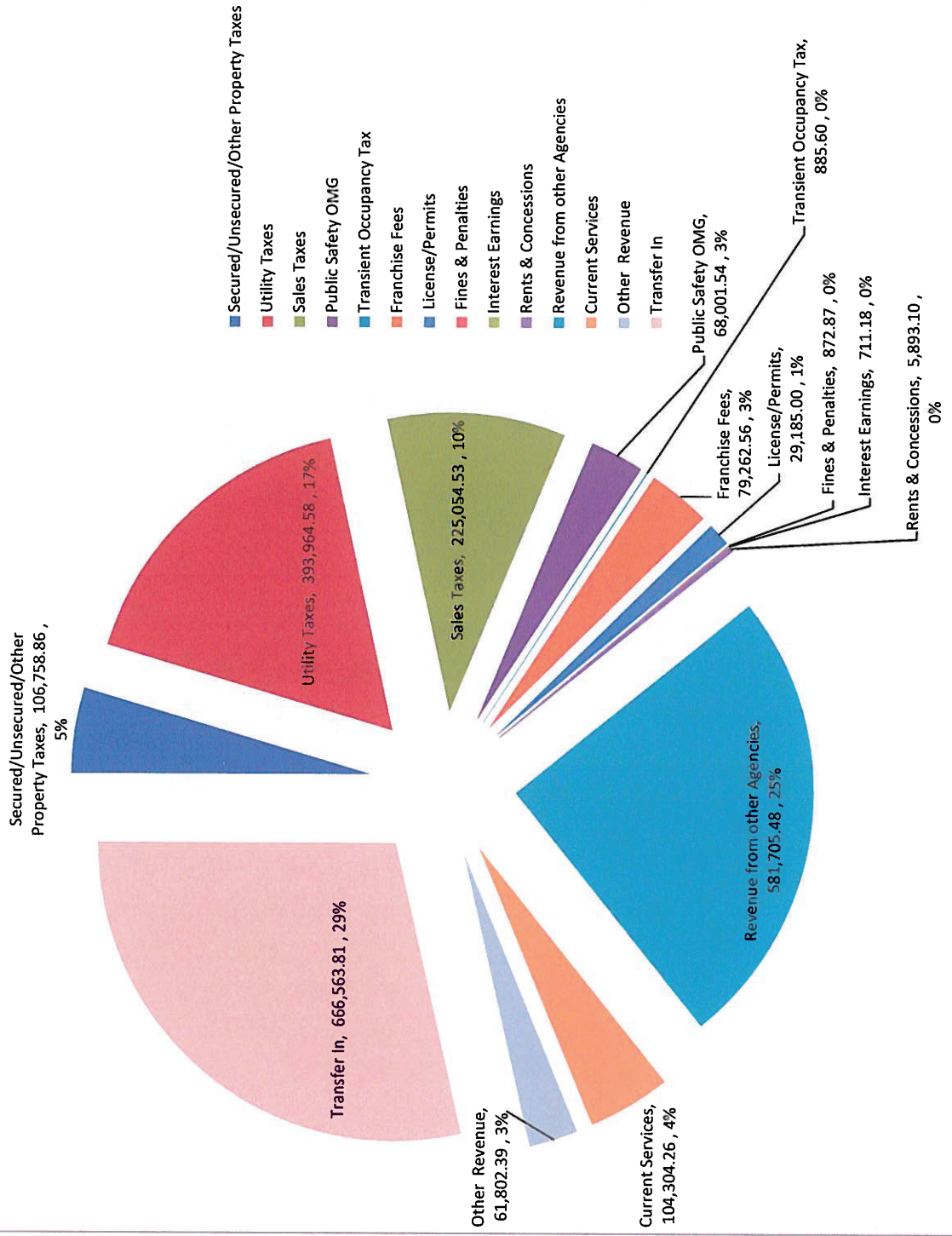


Hector Orozco

CITY OF HOLTVILLE
Income Statement - General Fund
For 10 Month Ending April 30, 2016

Revenue	Budget	YTD	% of Budget
Secured/Unsecured/Other Property Taxes	116,200.00	106,758.86	92%
Utility Taxes	446,500.00	393,964.58	88%
Sales Taxes	335,000.00	225,054.53	67%
Public Safety OMG	35,000.00	68,001.54	194%
Transient Occupancy Tax	1,100.00	885.60	81%
Franchise Fees	94,000.00	79,262.56	84%
License/Permits	28,125.00	29,185.00	104%
Fines & Penalties	2,800.00	872.87	31%
Interest Earnings	1,000.00	711.18	71%
Rents & Concessions	7,300.00	5,893.10	81%
Revenue from other Agencies	862,442.00	581,705.48	67%
Current Services	73,300.00	104,304.26	142%
Other Revenue	32,500.00	61,802.39	190%
Transfer In	625,000.00	666,563.81	107%
Total Revenues	2,660,267.00	2,324,965.76	87%
Expenditures			
Salaries	603,961.00	546,818.19	91%
Benefits	198,905.00	124,271.29	62%
Personal Expense	137,470.00	123,270.73	90%
Materials and Supplies	1,555,136.00	1,365,509.56	88%
Capital Outlays/Transfer Out	39,486.00	44,562.86	113%
Total Expenditures	2,534,958.00	2,204,432.63	87%
Net Revenues over Expenses	\$ 125,309.00	\$ 120,533.13	

Revenues by Source



CITY OF HOLTVILLE
Income Statement - Water Fund
For 10 Month Ending April 30, 2016

Revenue	Budget	YTD	% of Budget
Water Charges	1,590,500.00	\$ 1,283,614.94	81%
Interest Earnings	500.00	60.51	
Total Revenues	1,591,000.00	1,283,675.45	81%
Expenditures			
Salaries	292,355.00	248,154.27	85%
Benefits	121,886.00	94,612.52	78%
Personal Expense	12,850.00	13,352.03	104%
Materials and Supplies	446,650.00	345,313.54	77%
Capital Outlays	28,966.00	16,067.13	55%
Debt Service	512,642.00	411,022.34	80%
Capital Improvements	85,333.00		0%
Total Expenditures	1,500,682.00	1,128,521.83	75%
Transfer Out	25,000.00	25,000.00	100%
Net Revenues over Expenses	\$ 65,318.00	\$ 130,153.62	

CITY OF HOLTVILLE
Income Statement - Sewer Fund
For 10 Month Ending April 30, 2016

Revenue	Budget	YTD	% of Budget
Revenue from other Agencies	-	\$ -	
Sewer Charges	1,405,000.00	1,232,504.98	88%
Other Revenue	3,100.00	1,950.00	63%
Interest Earnings	2,000.00	4,241.47	212%
		-	
Total Revenues	<u>1,410,100.00</u>	<u>1,238,696.45</u>	<u>88%</u>
Expenditures			
Salaries	272,820.00	265,349.76	97%
Benefits	110,900.00	76,266.08	69%
Personal Expense	11,000.00	10,497.28	95%
Materials and Supplies	274,150.00	230,666.22	84%
Capital Outlays	73,916.00	35,354.33	48%
Debt Service	165,000.00	123,250.00	75%
Reserve Funds	85,745.00	44,250.00	52%
Transfer Out	225,000.00	225,000.00	100%
Total Expenditures	<u>1,218,531.00</u>	<u>1,010,633.67</u>	<u>83%</u>
Net Revenues over Expenses	<u>\$ 191,569.00</u>	<u>\$ 228,062.78</u>	

CITY OF HOLTVILLE
Income Statement - Trash Fund
For 10 Month Ending April 30, 2016

Revenue	Budget	YTD	% of Budget
Sold Waste - Recycling	27,500.00	\$ 21,960.99	80%
Sold Waste	212,500.00	182,750.01	86%
Total Revenues	240,000.00	204,711.00	85%
Expenditures			
Advertising	-	300.00	
Professional & Specialized Services	200,000.00	181,206.89	91%
Contributions to Other Agencies	13,500.00	12,600.04	93%
Total Expenditures	213,500.00	194,106.93	91%

Net Revenues over Expenses	<u>\$ 26,500.00</u>	<u>\$ 10,604.07</u>
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General Checking

Cash Balance

For Month Ending April 30, 2016	\$ (86,295.46)
For Month Ending June 30, 2015	\$ (96,899.53)
For Month Ending June 30, 2014	\$ (141,021.97)
For Month Ending June 30, 2013	\$ (151,418.37)
For Month Ending June 30, 2012	\$ (165,275.30)

CITY OF HOLTVILLE
Income Statement - Local Transportation Authority (LTA)
For 10 Month Ending April 30, 2016

Revenue	Budget	YTD	% of Budget
Measure D Tax Revenue	475,000.00	\$ 389,614.71	82%
Interest Earnings		171.17	
Transfer In		40,025.00	
Total Revenues	475,000.00	429,810.88	90%
Expenditures			
Special Department Supplies		-	
Advertising		-	
Professional & Specialized Services		59.10	
Professional Services Planning		-	
Professional Services Design & Engineering		-	
Professional Services Construction		-	
Total Expenditures		59.10	
Transfer Out	150,000.00	150,000.00	100%
Net Revenues over Expenses	\$ 325,000.00	\$ 279,751.78	